

ORDINANCE NO. 2024-11

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS, AMENDING THE MASTER SCHEDULE OF FEES ESTABLISHED BY ORDINANCE NO. 2010-14, AS AMENDED, AMENDING RECREATION FEES AND RENTAL FORMS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City has heretofore adopted a Master Schedule of Fees for City services and permit applications; and

WHEREAS, the City desires to amend the Master Schedule of Fees to amend Recreation Fees and Rental Forms.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS:

SECTION 1.

That the Master Schedule of Fees established pursuant to Ordinance No. 2010-14, as amended, is hereby amended by amending the Recreation Fees and Rental Forms. The new fees are set forth in the attached and incorporated Exhibit "A", hereto.

SECTION 2.

The City Secretary is hereby directed to revise the Master Schedule of Fees in accordance with the above-referenced revision. A revised Master Schedule of Fees shall be kept on file with the office of the City Secretary.

SECTION 3.

This Ordinance shall be cumulative of all provisions of the Code of Ordinances of the City and other applicable City ordinances, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the applicability of the conflicting provisions of such ordinances are hereby repealed.

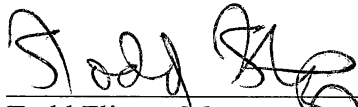
SECTION 4.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 5.

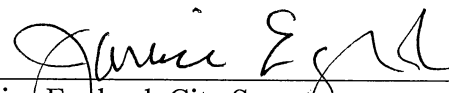
This Ordinance shall be in full force and effect from and after its passage and it is so ordained.

PASSED AND APPROVED THIS 18th DAY OF June, 2024.



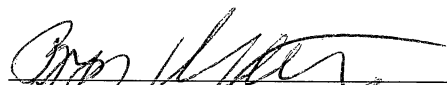
Todd Flippo, Mayor

ATTEST:

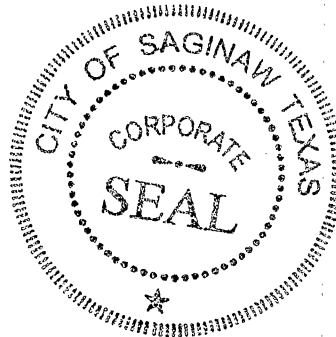


Janice England, City Secretary

APPROVED AS TO FORM:



Bryn Meredith, City Attorney



CITY OF SAGINAW FEE SCHEDULE

ADMINISTRATIVE		
Copies	\$ 0.20	per copy
Garage Sale Permit	\$ 10.00	per sale, includes 3 signs
Garage Sale Replacement Signs	\$ 1.00	each for re-scheduled sale
Solicitor's Permit	\$ 100.00	per year, plus \$10 for each agent/employee
Public Record Requests		
Standard Paper Copy	\$ 0.10	per page (8-1/2 x 14 or smaller)
Non-standard Paper Copy	\$ 0.50	per page (larger than 8-1/2 x 14)
		<i>Paper printed on both sides counts as 2 copies</i>
Diskette 3-1/2 x 5-1/2	\$ 1.00	each
Tape cartridge (1.2 GB)	\$ 43.00	each
Audio Cassette	\$ 1.00	each
Other formats	Actual Cost	
Programming personnel	\$ 32.50	per hour
Other personnel	\$ 15.00	per hour
Overhead charge	20% of personnel charge	
Computer Resource Charge-Midsize	\$ 1.50	per minute
Computer Resource Charge-PCorLAN	\$ 1.00	per hour
Miscellaneous Supplies	Actual Cost	
Postage & Shipping Charge	Actual Cost	
Other costs	Actual Cost	
Outsourced or Contracted Services	Actual Cost	
Alcoholic Beverages		
Wine & Beer Retailers Off-Premise Permit	\$ 30.00	per year
Mixed Beverage Permit	\$ 375.00	per year after 3 yr period following initial issuance
Alcohol Sales Setback Variance Application	\$ 100.00	
Trash		
Residential Trash & Recycle Rate	\$ 14.27	plus tax, per month per residence

CITY OF SAGINAW FEE SCHEDULE

Water & Sewer Utility Billing		
New Move In Payment in Advance	\$ 100.00	Held until acct is closed, then applied to final bill
New Move In Service Fee	\$ 15.00	
Transfer Fee	\$ 15.00	
Final Account Fee	\$ 15.00	
Returned Check Fee	\$ 25.00	
Past Due Account Penalty-Residential	10% of outstanding balance	
Past Due Account Penalty-Commercial	10% of outstanding balance	
Past Due Account Cut Off Fee	\$ 25.00	
Reconnection Fee After 5pm	\$ 50.00	
Cut Off Lock Fee	\$ 25.00	
Pulled Meter Fee	\$ 25.00	
Tampering Fee	\$ 100.00	Plus Repair Costs, if applicable
Meter Testing Accuracy Fee	\$ 75.00	If test results show meter is accurate, fee is charged.
		If test results show meter is inaccurate, no fee chgd.
Municipal Drainage Utility System Fees		
Single Family Residential	\$ 6.00	per unit per month
Multi-Family Residential	\$ 6.00	per unit per month
Commercial/Industrial	\$ 3.97	per unit per month

CITY OF SAGINAW FEE SCHEDULE

FIRE DEPARTMENT		
Incident Reports	\$ 10.00	per copy
Fire Watch	\$ 35.00	per person, per hour, 4 hr. min. per person
Firefighter-Paramedic Stand-by		
Scheduled Events	\$ 35.00	per person, per hour, 4 hr. min. per person
Firefighter-Paramedic Stand-by	O/T Rate	per person, per hour, 4 hr. min. per person
Fire Apparatus Stand-by	\$ 100.00	per apparatus, per hour, 4 hr. min.
Fire Dept Certificate of Occupancy Inspection	\$ 100.00	
Fire Dept Re-Inspection Fee - First Re-Inspect	\$ 50.00	
Fire Dept Re-Inspection Fee - Second Re-Insp	\$ 75.00	
Fire Dept Re-Inspection Fee - Third Re-Insp	\$ 100.00	
The fire code official is authorized to issue operational permits for the following operations:		
Aerosol Products	\$ 150.00	
Amusements Buildings	\$ 150.00	
Aviation Facilities	\$ 150.00	
Carnivals & Fairs	\$ 150.00	
Cellulose Nitrate Film	\$ 150.00	
Combustible Dust Producing Operations	\$ 150.00	
Combustible Fibers	\$ 150.00	
Compressed Gases	\$ 500.00	
Covered Mall Buildings	\$ 150.00	
Cryogenic Fluids	\$ 500.00	
Cutting & Welding	\$ 150.00	
Dry Cleaning Plants	\$ 150.00	
Exhibits & Trade Shows	\$ 150.00	
Explosives	\$ 1,000.00	
Fire Hydrants & Valves	\$ 150.00	
Flammable & Combustible	\$ 250.00	
Floor Finishing	\$ 150.00	
Fruit & Crop Ripening	\$ 150.00	
Fumigation & Thermal Insecticidal Fogging	\$ 150.00	
Hazardous Materials	\$ 250.00	per material type
Hazardous Production Materials Facilities	\$ 250.00	

CITY OF SAGINAW FEE SCHEDULE

High-piled Storage	\$	150.00	
Hot Work Operations	\$	150.00	
Industrial Ovens	\$	150.00	
Lumber Yards & Woodworking Plants	\$	500.00	
Liquid or gas fueled vehicles or equipment	\$	150.00	In assembly buildings
LP Gas	\$	150.00	
Magnesium	\$	1,000.00	
Misc Combustible Storage	\$	250.00	
Open Burning <i>Not Permitted</i>			
Open Flames & Torches	\$	150.00	
Open Flames & Candles	\$	150.00	
Organic Coatings	\$	150.00	
Places of Assembly:			
Occupant Load <300	\$	150.00	
Occupant 301 to 1000	\$	200.00	
Occupant >1000	\$	250.00	
Pyrotechnic Special Effects Material	\$	1,000.00	
Pyroxylin Plastics	\$	150.00	
Refrigeration Equipment	\$	150.00	
Repair Garages & Motor:			
Vehicle Fuel-Dispensing	\$	150.00	
Rooftop Heliports	\$	150.00	
Spraying or Dipping	\$	150.00	
Storage of Scrap Tires & Tire By-Products	\$	250.00	
Temporary Membrane:			
Structures, Tents / Canopies	\$	50.00	
Tire Re-Building Plants	\$	1,000.00	
Waste Handling	\$	1,000.00	
Wood Products	\$	250.00	

CITY OF SAGINAW FEE SCHEDULE

Required Construction Permits		
Automatic Fire Extinguishing Systems	\$ 150.00	plus applicable review fees <i>if required</i>
Fire Suppression:		
Underground Systems	\$ 150.00	plus applicable review fees <i>if required</i>
Battery Systems	\$ 150.00	
Compressed Gases	\$ 150.00	
Fire Alarm & Detection:		
Systems & Related Equip	\$ 150.00	plus applicable review fees <i>if required</i>
Fire Pumps & Related:		
Equipment	\$ 150.00	plus applicable review fees <i>if required</i>
Flammable & Combustible Liquids	\$ 150.00	
Hazardous Materials	\$ 250.00	
Industrial Ovens	\$ 150.00	
LP Gas	\$ 150.00	
Private Fire Hydrants	\$ 150.00	plus applicable review fees <i>if required</i>
Spraying or Dipping	\$ 150.00	
Standpipe Systems	\$ 150.00	plus applicable review fees <i>if required</i>
Temporary Membrane:		
Structures, Tents / Canopies	\$ 50.00	
In circumstances where the fire code or the adopted amendments restrict or prohibit any provisions of an operational permit in conflict with this section, a permit shall not be issued. In circumstances where the fire code or adopted amendments dictate a more restrictive provision in conflict with this section regarding quantity, use, operation, installation, manufacturing, storage and transport of any material, the more restrictive provision will be followed.		
The Fire Code Official reserves the right to waive an operational permit fee for a non-profit or charitable organization		

CITY OF SAGINAW FEE SCHEDULE

POLICE DEPARTMENT		
Accident Reports	\$ 6.00	each
Security Alarm Permits (Commerical)	\$ 50.00	per year
Security Alarm Permits (Residential)	\$ 15.00	per year
Special Event Permit	\$ 100.00	for each location where event will be conducted
Public Record Request (Police)		
Standard Paper Copy	\$ 0.10	per page (8-1/2 x 14 or smaller)
Non-standard Paper Copy	\$ 0.50	per page (larger than 8-1/2 x 14)
		<i>Paper printed on both sides counts as 2 copies</i>
Diskette 3-1/2 x 5-1/2	\$ 1.00	each
Tape cartridge (1.2 GB)	\$ 43.00	each
Audio Cassette	\$ 1.00	each
Other formats	Actual Cost	
Programming personnel	\$ 32.50	per hour
Other personnel	\$ 15.00	
Overhead charge	20% of personnel charge	
Computer Resource Charge-Midsize	\$ 1.50	per minute
Computer Resource Charge-PCorLAN	\$ 1.00	per hour
Miscellaneous Supplies	Actual Cost	
Postage & Shipping Charge	Actual Cost	
Other costs	Actual Cost	
Outsourced or Contracted Services	Actual Cost	
Body Worn Camera Recording	\$ 10.00	
Fee per minute of Body Camera Footage	\$ 1.00	
required to be reviewed if an identical copy		
has not previously been released		

CITY OF SAGINAW FEE SCHEDULE

BUILDING DEPARTMENT		
Board of Adjustment Fees		
BOA Variance Application	\$	150.00
BOA Special Exception Application	\$	250.00
Annual Permit Fees		
Business Permit	\$	25.00 Per calendar year
Junk Dealer/Secondhand Dealer	\$	25.00 Per calendar year
Nondepository Financial Institution	\$	200.00 Per calendar year
Mobile Food Unit Permit	\$	250.00 Per year (Due at end of initial 30 day period)
Other Permit Fees		
Temporary Certification of Occupancy	\$	50.00
Certificate of Occupancy	\$	100.00 See Fire Department Fees
Grand Opening Permit	\$	25.00
Seasonal Permit	\$	100.00 Per year
Residential		
New Residential Building	.85 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Building Addition	.85 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Building Remodel	.50 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Accessory Detached - up to 220 SF	\$	75.00 Excludes: Electrical, Mechanical, & Plumbing
Accessory Detached - over 220 SF - 440 SF	\$	125.00 Excludes: Electrical, Mechanical, & Plumbing
Windows - 1-10	\$	50.00
Windows - 11 or more	\$	5.00 Per Window
Carport - up to 300 SF	\$	75.00
Carport - over 300 SF - 600 SF	\$	125.00
Patio Cover - up to 225 SF	\$	75.00 Excludes: Electrical & Plumbing
Patio Cover - over 225 SF	\$	125.00 Excludes: Electrical & Plumbing
Swimming Pools - Above Ground	\$	50.00
Swimming Pool - In Ground	\$	500.00
Pool Demolition Permit	\$	50.00
Roof	\$	75.00
Foundation Repair	\$	50.00
Drive Approach	\$	50.00

CITY OF SAGINAW FEE SCHEDULE

Parking, Paving, Flatwork	\$	50.00	
Fence - over 6 feet	\$	50.00	
Key Lot Fence	\$	25.00	
Demolition	\$	125.00	
Electrical, Mechanical, Plumb. Fees (Res.)			
Lights On Permit	\$	50.00	
Electrical Permit	\$	50.00	
Mechanical Permit	\$	50.00	
Irrigation Permit	\$	75.00	
Plumbing Permit	\$	50.00	
Other Fees			
Duplicate Permit Packet	\$	15.00	Residential Only
Plan Revision / Re-submittal	\$	50.00	Per hour of additional plan review
Working Without a Permit		Permit Fee x 2	For Contractors
Re-Inspection Fee - First Time	\$	50.00	
Re-Inspection Fee - Second Time	\$	75.00	
Re-Inspection Fee -Third or more	\$	100.00	
After Hour Inspection Fee	\$	75.00	Per hour (2 hour minimum)
Business Permit	\$	25.00	Per calendar year
Contractor Registration	\$	100.00	Per year - Excludes Electrical, Mechanical & Plumbing
Non-Residential			
New Commercial / Industrial	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Building Addition	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Building Remodel	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Accessory Detached	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Carport	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Roof	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee

CITY OF SAGINAW FEE SCHEDULE

Foundation - new & repair	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Drive Approach	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Parking, Paving, Flatwork	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Fence & Retaining Wall	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Sign Fee: 1 to 50 square feet in area	\$ 50.00	
Sign Fee: 51 to 100 square feet in area	\$ 100.00	
Sign Fee: 101 to 200 square feet in area	\$ 150.00	
Sign Fee: 201 to 300 square feet in area	\$ 200.00	
Sign Fee: 301 and over square feet area	\$ 1.00	Per square foot
Demolition Permit	\$ 150.00	
Electrical, Mechanical, Plumb. Fees (Non-R.)		
Lights On Permit	\$ 50.00	
Electrical Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Mechanical Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Irrigation Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Plumbing Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
	* Plan review fee will be assessed if plan review is required.	
Other Non-Residential Fees		
Plan Revision / Re-submittal	\$ 50.00	Per hour of addition plan review
Working Without a Permit	Permit Fee x 2	
Re-Inspection Fee - First Time	\$ 50.00	
Re-Inspection Fee - Second Time	\$ 75.00	
Re-Inspection Fee -Third or more	\$ 100.00	
After Hour Inspection Fee	\$ 75.00	Per hour (2 hour minimum)
	Building Valuation Fee Table	
	Total valuation**	Fee
	\$1.00 to \$500.00	\$50.00

CITY OF SAGINAW FEE SCHEDULE

	\$501.00 to \$2,000.00	\$50.00 for the first \$500.00 plus \$4.05 for each additional \$100.00 or fraction thereof.
	\$2,001.00 to \$25,000.00	\$110.75 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof.
	\$25,001.00 to \$50,000.00	\$455.75 for the first \$25,000.00 plus \$11.10 for each additional \$1,000.00 or fraction thereof.
	\$50,001.00 to \$100,000.00	\$733.25 for the first \$50,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof.
	\$100,001.00 to \$500,000.00	\$1,133.25 for the first \$100,000.00 plus \$6.60 for each additional \$1,000.00 or fraction thereof.
	\$500,001.00 to \$1,000,000.00	\$3,773.25 for the first \$500,000.00 plus \$5.75 for each additional \$1,000.00 or fraction thereof.
	\$1,000,001.00 and up	\$6,648.25 for the first \$1,000,000.00 plus \$4.15 for each additional \$1,000.00 or fraction thereof.
	**Building Valuation Data shall be based on the most current Building Safety Magazine, year-end	
Rental Registration and Inspection Fees		
Rental Registration/Renewal Fee	\$ 125.00	per dwelling unit
Rental Registration/Renewal Delinquent Fee	\$ 75.00	per dwelling unit
Rental Re-inspection Fee	\$ 50.00	per dwelling unit
Rental Reinstatement Inspection Fee	\$ 125.00	per dwelling unit
Rental Reinstatement Re-inspection Fee	\$ 150.00	per dwelling unit
Code Enforcement Fees		
Nuisance Abatement Administrative Fee	\$ 150.00	minimum or actual cost, whichever is greater

CITY OF SAGINAW FEE SCHEDULE

LIBRARY		
Replace Lost or Damaged Card	\$ 2.00	each
Replace Plastic Hanging Bags (for kits)	\$ 1.00	each
Replace Barcode Sticker	\$ 1.00	each
Replace Lost or Damaged Material		
(Book, Magazine, Video, Audio, DVD)	Cost of Item	
Fax	\$ 1.00	per page
Black & White Copy on Copy Machine	\$ 0.20	per page
Black & White or Color on Printer	\$ 0.25	per page
Disc Repair and Cleaning Fee	\$ 2.00	per disc (non-refundable)

CITY OF SAGINAW FEE SCHEDULE

ANIMAL SERVICES FEES		
City Registration and Tags 1yr tag	\$	10.00
City Registration and Tags 3yr tag	\$	30.00
Guard Dog License	\$	25.00
Dangerous Animal License	\$	100.00
Wild Animal Registration	\$	100.00
Wild Animal Registration Renewal	\$	25.00
1st impound fee	\$	40.00
2nd impound fee	\$	60.00
3rd impound fee	\$	100.00
Impound fee/ boarding fee	\$	15.00 per day
Livestock 1st impound	\$	30.00
Livestock 2nd impound	\$	50.00
Livestock 3rd impound	\$	70.00
Livestock boarding fee per day	\$	15.00
Animal Quarantine-Resident	\$	130.00
Owner Surrender	\$	75.00
Euthanasia Request	\$	35.00
Adoption	\$	40.00
Live trap replacement fee	\$	100.00
Micro chip	\$	20.00
Backyard Chicken Permit Fee	\$	20.00 <i>One permit issued per property, for up to 6 chickens</i>
Multi-Pet Permit	\$	50.00 per year
Foster Permit	\$	25.00 per year

CITY OF SAGINAW FEE SCHEDULE

DEVELOPMENT FEES		
Zoning Change	\$200 per Acre (\$800 min.)	Plus the renote fee for the cost of repeated notices to the star-telegram when applicable
Preliminary Plat	\$500 + \$5 per Acre	
Final Plat	\$500 + \$5 per Acre	
Replat (P&Z and CC)	\$500 + \$10 per Acre	
Amended / Replat (Adminstratively)	\$ 500.00	
P&Z-Specific Use Permit	\$ 750.00	
P&Z-Specific Use Permit for Residential Carport	\$ 375.00	Note: This fee applies only to Residential Carport SUP Requests
Subdivision Variance Request	\$200.00	
PD Planned Development - Conceptual and Development Plan (each)	\$1500 + \$10 per Acre	Plus the renote fee for the cost of repeated notices to the star-telegram when applicable
Civil Plan Review	\$500.00	
Earthwork Permit	\$500.00 + \$5 per acre	
Public Works Inspection Fee	\$300.00 per hour	Minimum of 2 hours per day
Floodplain Development Fee	\$150.00	
Maintenance Bonds	100% of cost of public improvement for 2 years after construction is complete	
Copy of Subdivision Ordinance	\$ 50.00	
Copy of Zoning Ordinance	\$ 50.00	
Copy of Zoning Map	\$ 5.00	
Oil & Gas Well Application	\$ 5,000.00	+ escrow for landscaping (estimate verified by city)
Other Items Not Specified	\$ 50.00	
Fire Hydrant Meter Rental		
Standard Fire Hydrant Meter with RPZ*	\$ 2,335.00	Deposit
Violation of FHM Rental Agreement	\$ 150.00	
*\$25 per month for use of meter plus charge for water used	Minimum 2,000 gallons billed at double the minimum Commercial Rate	

CITY OF SAGINAW FEE SCHEDULE

Water Tap Fees (Meter Set Only)		
3/4" water tap, meter (electronically read)	\$	445.00
1" water tap, meter (electronically read)	\$	555.00
All water taps larger than 1"		Cost +15%
Sewer Tap Fees (Tie on Only)		
4" sewer tap	\$	225.00
6" sewer tap	\$	350.00
4' dia manhole (up to 6' depth)		Cost +15%
Cost per vertical foot of manhole depth over 6'		Cost +15%
All sewer services larger than 6"		Cost +15%
Any existing single residential development will be charged at cost + 15% for tap fees. If property owner is inquiring about more than one property		
Impact Fees	WATER	WASTEWATER
Meter Size/Type		
3/4 Inch Displacement	\$ -	\$ -
1 Inch Displacement	\$ -	\$ -
1-1/2 Inch Displacement	\$ -	\$ -
2 Inch Displacement	\$ -	\$ -
2 Inch Compound	\$ -	\$ -
2 Inch Turbine	\$ -	\$ -
3 Inch Compound	\$ -	\$ -
3 Inch Turbine	\$ -	\$ -
4 Inch Compound	\$ -	\$ -
4 Inch Turbine	\$ -	\$ -
6 Inch Compound	\$ -	\$ -
6 Inch Turbine	\$ -	\$ -
8 Inch Compound	\$ -	\$ -
8 Inch Turbine	\$ -	\$ -
10 Inch Compound	\$ -	\$ -
10 Inch Turbine	\$ -	\$ -

CITY OF SAGINAW FEE SCHEDULE

RECREATION & COMMUNITY SERVICES		
Senior Citizens Center		
Annual Membership Fee (ages 55+) Resident	\$	-
Annual Membership Fee (ages 55+) Non-Res.	\$	20.00
Recreation Center		
Saginaw Residents		
Daily Fee	\$	5.00 Non-membership, all ages
Adult Membership (ages 16-54)	\$	50.00 per year
Youth Membership (ages 15&under)	\$	40.00 per year
Senior Adult Membership (ages 55-64)	\$	10.00 per year
Super Senior Adult Membership (65+)		FREE
Family Membership (Family of Four)	\$	160.00 per year
Addn Family Member (Adult)	\$	40.00 per year
Addn Family Member (Youth)	\$	30.00 per year
Non-Residents		
Daily Fee	\$	10.00 Non-membership, all ages
Adult Membership (ages 16-54)	\$	160.00 per year
Youth Membership (ages 15&under)	\$	90.00 per year
Senior Adult Membership (ages 55-64)	\$	50.00 per year
Super Senior Adult Membership (65+)	\$	30.00 per year
Family Membership (Family of Four)	\$	440.00 per year
Addn Family Member (Adult)	\$	100.00 per year
Addn Family Member (Youth)	\$	65.00 per year
City of Saginaw Employees		
Daily Fee	\$	5.00
Employee Membership		FREE
Family Members		
Adult (ages 16-54)	\$	50.00
Youth (ages 15&under)	\$	40.00
Senior Adult (ages 55-64)	\$	10.00
Super Senior Adult (ages 65+)		FREE
Family Membership (Family of Four)	\$	100.00
Addn Family Member (Adult)	\$	40.00
Addn Family Member (Youth)	\$	30.00

CITY OF SAGINAW FEE SCHEDULE

Summer Kids Camp		
Registration Fee--Early	\$	50.00
Registration Fee-Late	\$	75.00
Weekly Fee	\$	150.00 Due on Friday prior to next Camp Week
Late Camp Payment Fee	\$	25.00 Per Day until Full Weekly Fee Paid
Raquetball Court Reservation Fee		
Reservation Fee for 1 Hour Time Slot	\$	5.00 Maximum of 1 Per Person Per Day--Weekdays Only
Aquatic Center		
Saginaw Residents		
Adult Daily Fee (ages 16-54)	\$	5.00 per day
Youth Daily Fee (ages 3-15)	\$	5.00 per day
Infant Daily Fee (ages 2 & under)		FREE
Senior Adult Daily Fee (ages 55-64)	\$	3.00 per day
Super Senior Adult Daily Fee (65+)		FREE
Adult Membership (ages 16-54)	\$	50.00 per year
Youth Membership (ages 3-15)	\$	50.00 per year
Infant Membership (ages 2 & under)		FREE
Senior Adult Membership (ages 55-64)	\$	10.00 per year
Super Senior Adult Membership (65+)		FREE
Family Membership (Family of Four)	\$	175.00 per year
Addn Family Member	\$	30.00 per year
Non-Residents		
Adult Daily Fee (ages 16-54)	\$	10.00 per day
Youth Daily Fee (ages 3-15)	\$	10.00 per day
Infant Daily Fee (ages 2 & under)		FREE
Senior Adult Daily Fee (ages 55-64)	\$	8.00 per day
Super Senior Adult Daily Fee (65+)	\$	8.00
Adult Membership (ages 16-54)	\$	110.00 per year
Youth Membership (ages 3-15)	\$	110.00 per year
Infant Membership (ages 2 & under)		FREE
Senior Adult Membership (ages 55-64)	\$	50.00 per year
Super Senior Adult Membership (65+)	\$	30.00 per year
Family Membership (Family of Four)	\$	375.00 per year
Addn Family Member	\$	90.00 per year

CITY OF SAGINAW FEE SCHEDULE

<u>Outdoor Facilities</u>		
Willow Creek Park		
Large Pavilion	\$ 40.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 80.00	for 3 hrs reservation fee for Non-Resident
Small Pavilion	\$ 30.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 60.00	for 3 hrs reservation fee for Non-Resident
Gazebo	\$ 30.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 60.00	for 3 hrs reservation fee for Non-Resident
North Pavilion	\$ 40.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 80.00	for 3 hrs reservation fee for Non-Resident
Softball Field	\$ 15.00	per hour
Softball Field Lights	\$ 50.00	for light key deposit
	\$ 30.00	per hour for lights

CITY OF SAGINAW FEE SCHEDULE

Saginaw Switchyard		
(South End of Willow Creek Park)		
Large Pavilions	\$ 225.00	per 3 hours for Saginaw Resident per Pavilion
	\$ 450.00	per 3 hours for Non-Resident per Pavilion
Stage with Rental of Large Pavilion	\$ 300.00	per 3 hours (in addition to Pavilions Rental)
Refundable Deposit for all Switchyard Rentals	\$ 300.00	Saginaw Resident
	\$ 600.00	Non-Resident
		Deposit to be refunded if no damage to stage and pavilions cleaned according to rental agreement
Saginaw Switchyard - Food Truck Park Fees		
Daily truck fee	\$ 25.00	Daily Fee for Market Days and Special Events
William Houston Park		
Pavilion	\$ 40.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 80.00	for 3 hrs reservation fee for Non-Resident
Highland Station Park		
Pavilion	\$ 40.00	for 3 hrs reservation fee for Saginaw Resident
	\$ 80.00	for 3 hrs reservation fee for Non-Resident
Aquatic Center		
Daycare Reservation Fees	\$ 4.00	per person for Saginaw Daycares
	\$ 8.00	per person for Non-Saginaw Daycares
Green Pavilion (during business hours)	\$ 40.00	per 2.5 hrs for Saginaw Resident
	\$ 80.00	per 2.5 hrs for Non-Resident
	\$ 100.00	Deposit per rental

CITY OF SAGINAW FEE SCHEDULE

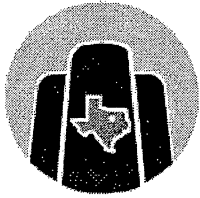
<u>Indoor Facilities</u>		
Recreation Center	\$	150.00
	\$	250.00
	\$	15.00
	\$	25.00
	\$	60.00
	\$	100.00
	\$	100.00
	\$	150.00
	\$	40.00
	\$	75.00
Community Center	\$	150.00
	\$	250.00
	\$	15.00
	\$	25.00
	\$	40.00
	\$	85.00

CITY OF SAGINAW FEE SCHEDULE

TARRANT COUNTY HEALTH DEPARTMENT FOOD PROGRAM FEES			
Food Store			
< less than 5000 sq. ft.	\$	600.00	
> 5000 sq. ft. or above	\$	800.00	
Food Service			
≤ 500 sq. ft.	\$	400.00	
> 500 ≤ 1500 sq. ft.	\$	500.00	
> 1500 ≤ 3000 sq. ft.	\$	600.00	
> 3000 ≤ 6000 sq. ft.	\$	700.00	
> 6000 sq. ft.	\$	800.00	
Child Care Food Service			
	\$	500.00	
School Cafeteria w/Contract			
	\$	250.00	
Catering Operation			
	\$	700.00	
Food Court			
	\$	600.00	per establishment
Adjunct Operation			
Food Service	\$	500.00	per independent operation
Food Store ≤ 5000 sq. ft.	\$	500.00	per independent operation
Food Store > 5000 sq. ft.	\$	600.00	per independent operation
Commissary			
No food prep	\$	400.00	
With food prep	\$	600.00	
Mobile Units			
Prepackaged food only	\$	400.00	
Open and/or food prep	\$	600.00	
Push Carts	\$	600.00	
Farmers Market			
	\$	100.00	

CITY OF SAGINAW FEE SCHEDULE

Plan Review		
>1500 sq. ft. or above	\$	200.00
<1500 sq. ft. or below	\$	100.00
Late Fee		
From 1-30 days		10% of fee owed
From 31-60 days		20% of fee owed
From 61-90 days		30% of fee owed
Permits that are more than 90 days overdue will be void and required to reapply.		
Temporary Food Establishment		
1-5 Days	\$	35.00
6-14 Days	\$	70.00
Duplicate Permits	\$	15.00
Reinspection Fee		
Required reinspection	\$	75.00
TARRANT COUNTY HEALTH DEPARTMENT SWIMMING POOL, SPA & INTERACTIVE WATER FEATURE FEES		
Pool Plan Review and opening inspection**	\$	200.00
Annual Public Pool & Spa Permit	\$	315.00
Required reinspection	\$	75.00
Contractual Inspections - School Districts	\$	150.00
(Avg. \$150 per site visit)		
Duplicate Permits**	\$	15.00



City of Saginaw Community Services Department
633 West McLeroy Blvd, Saginaw, Texas 76179
Office: 817-230-0350, Non-Emergency Police: 817-232-0311

Balance Due: _____

Due Date: _____

Attendant Fee: _____

RENTAL/PERMIT FORM

Facility: ☐ Community Center ☐ Recreation Center ☐ Pavilion (Name) _____

Primary Person Name: _____

Primary Person's Address: _____ City: _____ Zip Code: _____

Phone # (Day): _____ (Evening): _____ Primary Email: _____

Secondary Name: _____ Secondary Address: _____

Secondary Contact Person's Email: _____ Phone #: _____

- *NOTE: All event communication and correspondence to the Recreation & Community Services staff will be conducted with the primary and/or secondary contact person listed above.*

Function/Event (please be specific by listing all activities and components): _____

Date Requested: _____ Estimated # in Attendance: _____

Times Requested (include set-up and clean-up) NO EARLY ENTRY: _____

The undersigned certifies that:

1. He or she acts with full knowledge and authority of the above request and has read the policies and procedures (on the front and back page) set forth for the Saginaw municipal facilities;
2. All local and state laws, policies, and regulations that pertain to the facility and event will be complied with;
3. The City of Saginaw will be reimbursed, in a full and timely manner, for any loss or damage arising from the applicant's use or lack of care or security of said facilities;
4. The applicant (user/rental) groups, in consideration for the approval of the applicant's request for the use of any Saginaw Municipal Facility, expressly agree to indemnify, defend, and hold the City of Saginaw, its officers, officials, employees or volunteers harmless for any claims of any nature arising from or resulting from the applicant's use of any Saginaw Municipal Facility.
5. **NO EARLY ENTRY INTO THE FACILITY.**
6. **PRIMARY PERSON ON RENTAL AGREEMENT MUST BE PRESENT FOR THE DURATION OF THE RENTAL TIME.**
Secondary contact is for contact information only.

Authorized Signature (must be 18 years of age or older)

Date

- Please refer to the back page for rental rules, policies, and procedures.
- Violation of the rental conditions may result in the forfeiture of all or part of the event deposit and/or of future rental privileges.

Name: _____

Date: _____

Time: _____

RESERVATION RULES, POLICIES, AND PROCEDURES

City of Saginaw Pavilion _____

City of Saginaw Facility _____

Balance: _____

Due Date: _____

ATT Fee: _____

RESERVATION RULES: All rentals that are open to the public, that advertise, or generate revenue whether for profit or charity, must have prior approval from the Recreation & Community Services staff before the rental date will be booked. Any rental charging a fee must have prior approval as above and is subject to a 15% charge of income, plus the rental fee.

- ⇒ User agrees to indemnify and hold harmless the City of Saginaw, its agents, and employees from and against any claims for damages to persons or property arising out of any use of the Facility and its premises by user. The user does hereby assume all liability and responsibility for bodily injuries, claims, or suits for damages to persons or property of whatsoever kind of character, whether real or asserted, occurring in connection with the use of the Facility or its premises by the User, his or its agents, servants, employees or subcontractors. The City of Saginaw assumes no responsibility for any property placed in or about the Facility.
- ⇒ User shall comply with all federal, state, and local laws. Users may not physically attach materials to the facility. This includes using tape or tacks on a painted surface.
- ⇒ User may not collect fees on the premises without previous approval by the Director of Recreation & Community Services.
- ⇒ User agrees to leave premises in the same or better condition than that which existed before usage. This includes putting away all equipment, removing decorations, mopping floors, sweeping, and taking trash out to the dumpster. The user is responsible for the set-up and clean-up of the facility and this time is included in the overall reservation time reserved on the written contract. Additional services and equipment are the responsibility of the user. If the building is not vacated at the specified time on the contract, additional time will be charged.
- ⇒ City staff is not responsible for setting up or putting away tables, chairs, or any other equipment used during your reservation. If the attendant has to put away or clean any portion, a fee will be added.
- ⇒ No early entry into the facility.
- ⇒ The Saginaw Community Center and Recreation Center are available for rentals after normal business hours. The Community Center will require a 3-hour minimum rental. The Recreation Center requires a 2-hour minimum rental.
- ⇒ User agrees to assume all responsibility for any damages to premises, even above the deposited amount. Once a reservation has ended, a facility inspection will be performed by a staff rental attendant and the cleaning checklist must be signed by the rental attendant and the primary person on the contract. The rental deposit will be refunded if no building damage is detected or if the facility is properly cleaned. The refund will be processed and returned within 10-12 business days if no damage occurs to the rental area and the cleaning checklist is complete.
- ⇒ Rental of all indoor facilities requires a staff rental attendant. The rental attendant fees are listed below:
 - *Rental Attendant:* \$15.00 per hour (a mandatory fee for all rentals)
 - *Rental Attendant:* \$25.00 per hour on holidays (a mandatory fee for all rentals)
 - *Administrative Fee:* \$10.00 fee will be assessed on any changes made to the original contract.
- ⇒ Cancellation Policy: A \$25 processing fee will be assessed on ALL canceled reservations. Any reservation canceled with less than two (2) weeks' notice will forfeit half of the deposit in addition to the processing fee.
- ⇒ Alcoholic beverages, smoking, and gambling are prohibited at all City of Saginaw facilities.
- ⇒ Center staff reserves the right to determine whether police officers are required for an activity. The user is responsible for scheduling and payment of police officers if they are deemed necessary by the City staff. Center staff reserves the right to determine whether a specified number of adult chaperones are required for an activity.
- ⇒ No oral agreements for use of City facilities shall be valid. All reservations must be confirmed with the written contract signed and approved by center staff and the user with fees and deposits paid in full.
- ⇒ The City of Saginaw prohibits rental agreements with minors. All rental agreements must be made with a legal adult.
- ⇒ The City of Saginaw prohibits discrimination based on race, color, national origin, age, or handicap in its programs and activities. Complaints or concerns on alleged discrimination can be filed with the City of Saginaw or the Office of Equal Opportunity, U.S. Department of the Interior, Washington, D.C., 20240.

Waiver Statement: I hereby absolve the Recreation and Community Services Department, the City of Saginaw, and all its employees or agents from any claims of damages arising from injury received by the participant involved in this activity whether due to negligent acts or omissions of said parties, other participants, or otherwise.